



Notice
City Commission Regular Meeting
7:00 pm

TUESDAY, January 21, 2014

Commission Chambers, Governmental Center
400 Boardman Avenue
Traverse City, Michigan 49684
Posted and Published 01-16-14

Meeting informational packet is available for public inspection at the Traverse Area District Library, City Police Station, City Manager's Office and City Clerk's Office.

The City of Traverse City does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Makayla Vitous, Assistant City Manager, 400 Boardman Avenue, Traverse City, Michigan, 49684, 922-4440, TDD: 922-4412, has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA Coordinator.

If you are planning to attend and you have a disability requiring any special assistance at the meeting and/or if you have any concerns, please immediately notify the ADA Coordinator.

City Commission:
c/o Benjamin C. Marentette, CMC, City Clerk
(231) 922-4480
Email: tcclerk@traversecitymi.gov
Web: www.traversecitymi.gov
400 Boardman Avenue
Traverse City, MI 49684

The mission of the Traverse City City Commission is to guide the preservation and development of the City's infrastructure, services, and planning based on extensive participation by its citizens coupled with the expertise of the city's staff. The Commission will both lead and serve Traverse City in developing a vision for sustainability and the future that is rooted in the hopes and input of its citizens and organizations, as well as cooperation from surrounding units of government.

Welcome to the Traverse City Commission meeting!

Agenda

Any interested person or group may address the City Commission on any agenda item when recognized by the presiding officer or upon request of any Commissioner. Also, any interested person or group may address the City Commission on any matter of City concern not on the Agenda during the agenda item designated Public Comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than five minutes unless otherwise explained by the presiding officer, subject to appeal by the Commission.

Pledge of Allegiance

1. Roll Call

2. Consent Calendar

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff or the public may ask that any item on the consent calendar be removed therefrom and placed elsewhere on the agenda for full discussion and such requests will be automatically respected. If an item is not removed from the consent calendar, the action noted in parentheses on the agenda is approved by a single Commission action adopting the consent calendar.

- a. Consideration of approving minutes of the Regular Meeting of January 6, 2014, and Study Session of January 13, 2014. (Approval recommended) (Jered Ottenwess, Benjamin Marentette)
- b. Consideration of accepting the audit for Fiscal Year 2012-2013. (Acceptance recommended) (Jered Ottenwess, William Twietmeyer)

- c. Consideration of authorizing a confirming service order for emergency sewer repair work at 712 and 714 Barlow Street, with the cost to be reimbursed by the property owner who necessitated the work. (Approval recommended) (Jered Ottenwess, Timothy Lodge) (5 affirmative votes required)
- d. Consideration of authorizing the City Clerk to issue a Major Street Use Permit to the Traverse City Film Festival for the closure of Front Street between Park Street and Union Street and Cass Street between the alleys immediately south and north of Front Street February 13, 2014, through February 16, 2014, for the Traverse City Winter Comedy Arts Festival. (Approval recommended) (Jered Ottenwess, Benjamin Marentette)
- e. Consideration of adopting amendments to the city's Records Retention Policy to reflect updated retention requirements for election records. (Adoption recommended) (Jered Ottenwess, Benjamin Marentette)
- f. Consideration of authorizing a contract for repair to the Woodmere Avenue Pump Station and for the installation of a backup generator for the Woodmere Avenue Pump Station and Department of Public Services facility, with the cost of the repair to the Pump Station to be reimbursed by the city's insurance carrier. (Approval recommended) (Jered Ottenwess, Timothy Lodge) (5 affirmative votes required)
- g. Consideration of authorizing a confirming purchase order for diesel fuel for city operational use. (Approval recommended) (Jered Ottenwess, Dave Green) (5 affirmative votes required)
- h. Consideration of authorizing a confirming purchase order for unleaded gasoline for city operational use. (Approval recommended) (Jered Ottenwess, Dave Green) (5 affirmative votes required)
- i. Consideration of introducing an amendment to the Traverse City Code of Ordinances which would specify that the Board of Zoning Appeals adopt procedures for its operation rather than having such procedures established by ordinance. (Introduction and schedule for possible enactment on February 18, 2014, recommended) (Jered Ottenwess, Russell Soyring)

- j. Consideration of declaring five Department of Public Services' trucks surplus and authorizing a purchase order for replacement trucks and related chassis. (Approval recommended) (Jered Ottenwess, Dave Green) (5 affirmative votes required)

Items removed from the Consent Calendar

- a.
- b.
- c.

3. Old Business

- a. Consideration of enacting an amendment to the Traverse City Code of Ordinances which would revise the hours of operation for mobile food vendors. (Jered Ottenwess, Benjamin Marentette)

4. New Business

- a. Consideration of adopting a resolution for coordination of emergency response activities and appointing Gregg Bird as Emergency Management Coordinator. (Jered Ottenwess, James Tuller)

5. Appointments

- a. Consideration of appointing a City Commission Ad Hoc Committee to review the National Cherry Festival's proposed letter of agreement outlining the festival's requests for city resources for the 2014 National Cherry Festival. (Jered Ottenwess, Benjamin Marentette)

- b. Consideration of appointing a City Commission Ad Hoc Committee to develop a possible ballot proposal to use Brown Bridge Trust Fund dollars for parks purposes. (Jered Ottenwess)

6. Reports, Announcements and Correspondence

Please note: For this section of the agenda, when an actual report is included or expected, the item will be underlined.

- a. Reports, announcements and correspondence from the City Manager.
- b. Announcements from the City Clerk.
- c. Reports, announcements and correspondence from the Mayor and City Commissioners.
- d. Reports and correspondence from other City officials, boards and committees.
 - 1. Report from the Mayor serving on the Downtown Development Authority.
 - 2. Report from Commissioners serving on the Light and Power Board.
 - 3. Report from the Mayor and Commissioner serving on the Planning Commission.
 - 4. Report from Commissioners serving on other boards.
 - 5. Report from the City Treasurer/Finance Director regarding a duplicate BATA millage that was included on winter tax bills for the city residents in Leelanau County.
 - 6. Code Enforcement Officer Annual Report for 2013.
 - 7. Minutes of the Planning Commission meetings of December 3, 2013, and December 18, 2013.

8. Planning Commission Annual Report for 2013.
 9. Minutes of the Human Rights Commission meeting of December 9, 2013.
 10. Minutes of the Act 345 Retirement System meeting of November 20, 2013.
- e. Reports and correspondence from non-City officials.

None.

7. Public Comment

- a. Reserved.

None.

- b. General.

- c. Mayor and City Commissioners.

8. Adjournment

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